

VERSION DESCRIPTION DOCUMENT FOR THE NASA PERSONNEL/PAYROLL SYSTEM

Tables Release 2.9.2

UNITeS Contract

04/08/04



National Aeronautics and
Space Administration

George C. Marshall Space Flight Center
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04/08/04

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FOR THE
NASA PERSONNEL/PAYROLL SYSTEM
TABLES RELEASE 2.9.2**

Approved by

	<u>04/08/04</u>
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NATIONAL AERONAUTICS AND SPACE ADMINISTRATION
GEORGE C. MARSHALL SPACE FLIGHT CENTER
HUNTSVILLE, AL

04/08/04

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1.0 INTRODUCTION

This Version Description Document (VDD) identifies the exact version of the National Aeronautics and Space Administration (NASA) Personnel/Payroll System (NPPS) software and NPPS core tables released for installation/implementation.

1.1 IDENTIFICATION OF RELEASE

System Name: NPPS

Release Number: Tables Release 2.9.2

Release Date: 04/08/04

Release Effective Date: This release must be implemented after a Payroll Initialization, CA00006, has been run.

The release datasets will be made available to the production support DBA for installation, at which time all centers will be notified that it has been installed.

1.2 PURPOSE OF THE RELEASE

The purpose of this release is to implement the table changes allocated to table Release 2.9.2. The detailed description of the release is specified in Appendix C, Functional Change Validation Procedures and Description of All Changes.

1.3 SCOPE OF THE RELEASE

This release provides the functional and technical user of NPPS with information regarding changes to the content and status of the NPPS Tables Release 2.9.2, including the following:

- Changes to core tables since the last release
- Detailed table installation procedures
- Validation procedures to ensure the reliability of the table changes

No waivers are associated with this release.

1.4 CONTACT POINTS

Sustaining Engineering Support for Agencywide Administrative Systems (SESAAS) provides sustaining engineering for NPPS through the NASA Automated Data Processing (ADP) Consolidation Center (NACC) Technical Services Center located at Marshall Space Flight Center (MSFC). Questions regarding the function and/or the technical aspects as well as the installation of this release should be directed to:

The NACC Technical Services Center, using the following Key Words: SESAAS and NPPS.

Telephone: (256) 544-5516

E-mail: billy.graham@msfc.nasa.gov

FAX: (256) 544-1836

2.0 FUNCTIONAL INFORMATION

This section includes details regarding functional changes, functional interfaces, critical issues, affected documents, and application system administration.

2.1 FUNCTIONAL CHANGES

No functional changes have been made for this release. Validation Procedures and descriptions of all changes related to this release are included in Appendix C.

2.2 FUNCTIONAL INTERFACES

Not applicable

2.3 CRITICAL ISSUES

Not applicable

2.9.2 AFFECTED DOCUMENTS

Not applicable

2.9.2 APPLICATION SYSTEM ADMINISTRATION

Not applicable

3.0 TECHNICAL INFORMATION

This section includes details regarding technical system interfaces, data dictionary changes, software object changes, and database administration.

3.1 TECHNICAL SYSTEM INTERFACES

Not applicable

3.2 DATA DICTIONARY CHANGES

Not applicable

3.3 SOFTWARE OBJECT CHANGES

Not applicable

3.4 DATABASE ADMINISTRATION

This section describes the Database Administration activities for NPPS.

3.4.1 Release Dataset Names

The dataset names for Tables Release 2.9.2 have been provided to the production support DBA. The dataset names are included in the Introduction of Appendix D, Installation Instructions.

3.4.2 Inventory of Objects

An inventory of objects is described in Paragraph 3.2 of Appendix D, Installation Instructions.

3.4.3 Storage Considerations

Not applicable

3.4.4 Installation Procedures

Refer to Appendix D, Installation Instructions, for detailed installation procedures.

3.5 OPERATIONAL PREPARATION

Refer to the procedures described in Section 3.4.4 for assistance in preparing for proper installation and operational use of the release.

APPENDIX A

ABBREVIATIONS AND ACRONYMS

ABBREVIATIONS AND ACRONYMS

ADP	Automated Data Processing
CSRS	Civil Service Retirement System
DBA	Database Administrator
FEHB	Federal Employee Health Benefits
HR	Human Resources
IRM	Information Resources Management
JCL	Job Control Language
MSFC	Marshall Space Flight Center
NACC	NASA ADP Consolidation Center
NASA	National Aeronautics and Space Administration
NPPS	NASA Personnel/Payroll System
RC	Requirements Change
SESAAS	Sustaining Engineering Support for Agencywide Application Services
TSP	Thrift Savings Plan
UNITeS	Unified NASA Information Technology Services
VDD	Version Description Document

APPENDIX B

GLOSSARY

GLOSSARY

Consolidation Center

Responsibility for processing and balancing payroll for all centers in the consolidated database.

Database Administration

Responsibility for maintaining the physical database environment.

Implementation

The process by which a NASA site installs a software release and places it into operational use.

Operational Preparation

Preparation by a NASA site for installation and use of an application release.

System Administration

Responsibility for administrative functions such as application security and table data maintenance associated with an application.

APPENDIX C
FUNCTIONAL CHANGE VALIDATION PROCEDURES
AND DESCRIPTION OF ALL CHANGES

VALIDATION PROCEDURES TABLES RELEASE 2.9.2

This release requires no functional change. The tables affected by this release are listed below, along with the applicable validation procedure.

1. 20040016 - TNOAC Changes

- A. **Purpose:** Add new NOAC.
- B. **Validation:** Access the TNOAC table, screen 1 of 1 and validate that the following is there:

COMMAND: _____	NPPS	09:32:02
NEO5128	NATURE OF ACTION CODE - TNOAC	
1000 -----		
FUNCTION: R	ACTION CODE: 817__	
SF50 REQUIRED: _		
DESCRIPTION LINE 1: _____		
DESCRIPTION LINE 2: STUDENT LOAN REPAYMENT		

2. 20040016 - RREQFLD Changes

- A. **Purpose:** Add new NOAC to RREQFLD.
- B. **Validation:** Access the RREQFLD table, screen 1 of 1 and validate that the following is there:

COMMAND: _____	NPPS	09:28:4
NPO2439	INSTALLATION REQUIRED FIELDS TABLE - RREQFLD	
1000 -----		
FUNCTION: R	NOAC: 817__	SCREEN: L
C CUR RATING	C CUR YEAR	C CUR EFDATE
C PR1 RATING	C PR1 YEAR	C PR1 EFDATE
C PR2 RATING	C PR2 YEAR	C PR2 EFDATE
C PR3 RATING	C PR3 YEAR	C PR3 EFDATE
C AWARD CHK	C AWARD YR	C AWARD TYPE
R AWARD AMOUNT	C AWARD GROUP	C AWARD BENEFIT AMOUNT
C AWARD TIME OFF HRS	C AWARD TIME OFF HRS LYTD	C AWARD GROUP TEXT
C AWARD BUDGET CODE	C CUR PATTERN	C PR1 PATTERN
C PR2 PATTERN	C PR3 PATTERN	
C= CLOSED R= REQUIRED BLANK= OPTIONAL		

3. 20040018 - TTAX - MISSOURI STATE TAX

A. Purpose: Add Missouri State Tax to TTAX.

B. Validation: Access the TTAX table, screen 1 of 1 and validate that the following is there for Marital Status S, M & H:

NAO2040		FEDERAL AND STATE TAX TABLE - TTAX			
1000 -----					
TAX CODE: <u>MO</u>	MARITAL STATUS <u>S</u>	FUNCTION	R	SPOT	SUPPLEMENTAL
MARYLAND %: _____	FILING STATUS _____			AWARDS	WAGES
	(DC/GA=J,S) (NJ=A,B,C,D,E)			TAX %	FED TAX %
NAME: <u>MISSOURI</u>	EX AMT: <u>1200.00</u>			<u>6.00</u>	_____
GROSS PAY OR			GROSS PAY OR		
FED WH	PERCENT	AMOUNT	FED WH	PERCENT	AMOUNT
_____	<u>1.500</u>	_____	<u>1000.00</u>	<u>2.000</u>	<u>15.00</u>
<u>2000.00</u>	<u>2.500</u>	<u>35.00</u>	<u>3000.00</u>	<u>3.000</u>	<u>60.00</u>
<u>4000.00</u>	<u>3.500</u>	<u>90.00</u>	<u>5000.00</u>	<u>4.000</u>	<u>125.00</u>
<u>6000.00</u>	<u>4.500</u>	<u>165.00</u>	<u>7000.00</u>	<u>5.000</u>	<u>210.00</u>
<u>8000.00</u>	<u>5.500</u>	<u>260.00</u>	<u>9000.00</u>	<u>6.000</u>	<u>315.00</u>
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
:					

NAO2040		FEDERAL AND STATE TAX TABLE - TTAX			
1000 -----					
TAX CODE: <u>MO</u>	MARITAL STATUS <u>M</u>	FUNCTION	R	SPOT	SUPPLEMENTAL
MARYLAND %: _____	FILING STATUS _____			AWARDS	WAGES
	(DC/GA=J,S) (NJ=A,B,C,D,E)			TAX %	FED TAX %
NAME: <u>MISSOURI</u>	EX AMT: <u>1200.00</u>			<u>6.00</u>	_____
GROSS PAY OR			GROSS PAY OR		
FED WH	PERCENT	AMOUNT	FED WH	PERCENT	AMOUNT
_____	<u>1.500</u>	_____	<u>1000.00</u>	<u>2.000</u>	<u>15.00</u>
<u>2000.00</u>	<u>2.500</u>	<u>35.00</u>	<u>3000.00</u>	<u>3.000</u>	<u>60.00</u>
<u>4000.00</u>	<u>3.500</u>	<u>90.00</u>	<u>5000.00</u>	<u>4.000</u>	<u>125.00</u>
<u>6000.00</u>	<u>4.500</u>	<u>165.00</u>	<u>7000.00</u>	<u>5.000</u>	<u>210.00</u>
<u>8000.00</u>	<u>5.500</u>	<u>260.00</u>	<u>9000.00</u>	<u>6.000</u>	<u>315.00</u>
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
:					

NAO2040		FEDERAL AND STATE TAX TABLE - TTAX			
1000 -----					
TAX CODE:	MO	MARITAL STATUS	H	FUNCTION	R
MARYLAND %:	_____	FILING STATUS	_____	AWARDS	WAGES
		(DC/GA=J,S) (NJ=A,B,C,D,E)		TAX %	FED TAX %
NAME:	MISSOURI	EX AMT:	1200.00	6.00	_____

GROSS PAY OR			GROSS PAY OR		
FED WH	PERCENT	AMOUNT	FED WH	PERCENT	AMOUNT
_____	1.500	_____	1000.00	2.000	15.00
2000.00	2.500	35.00	3000.00	3.000	60.00
4000.00	3.500	90.00	5000.00	4.000	125.00
6000.00	4.500	165.00	7000.00	5.000	210.00
8000.00	5.500	260.00	9000.00	6.000	315.00
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____

4. 20040020 - TPAYMSG - INFORMATIONAL MESSAGES

A. Purpose: Change Informational Messages.

B. Validation: Access the TPAYMSG table, screen 1 of 1 and validate that the following is there for Message Number 3316 and 3317:

NAO9920		PAYROLL ERROR/INFORMATIONAL MESSAGE UPDATE - TPAYMSG	
1000			
MESSAGE	FUNCTION		
NUMBER			
3316	R		
MESSAGE TEXT			
*** INSUFFICIENT NET AMOUNT, NO FSA HC TAKEN _____			

NAO9920 PAYROLL ERROR/INFORMATIONAL MESSAGE UPDATE - TPAYMSG

1000

MESSAGE FUNCTION

NUMBER

3317 R

MESSAGE TEXT

*** INSUFFICIENT NET AMOUNT, NO FSA DC TAKEN _____

5. 20040027 - TTAX - NEW YORK STATE TAX

A. Purpose: Change New York State Taxes.

B. Validation: Access the TTAX table, screen 1 of 1 and validate that the following is there for Marital Status S and M:

NAO2040	FEDERAL AND STATE TAX TABLE - TTAX					
1000	-----					
TAX CODE:	NY_	MARITAL STATUS	S	FUNCTION	R	SPOT
MARYLAND %:	_____	FILING STATUS	_			AWARDS
		(DC/GA=J,S) (NJ=A,B,C,D,E)				TAX %
NAME: NEW YORK	_____	EX AMT: __38.50				8.20
						FED TAX %
GROSS PAY OR			GROSS PAY OR			
FED WH	PERCENT	AMOUNT	FED WH	PERCENT	AMOUNT	
	4.000		308.00	4.500	12.31	
423.00	5.250	17.50	500.00	5.900	21.54	
769.00	6.850	37.42	3462.00	7.640	221.85	
3846.00	8.670	251.23	5769.00	8.930	417.96	
7692.00	7.880	589.69	19231.00	8.200	1498.92	

```

NAO2040          FEDERAL AND STATE TAX TABLE - TTAX
1000 -----
TAX CODE:   NY_   MARITAL STATUS  M   FUNCTION  R   SPOT   SUPPLEMENTAL
MARYLAND %: _____ FILING STATUS  _   AWARDS   WAGES
(DC/GA=J,S ) (NJ=A,B,C,D,E)          TAX %   FED TAX %
NAME: NEW YORK_____ EX AMT:  __38.50          8.20   _____

GROSS PAY OR          GROSS PAY OR
FED WH   PERCENT   AMOUNT          FED WH   PERCENT   AMOUNT
_____  _____  _____          _____  _____  _____
_____  4.000     _____          308.00  4.500     12.31
_____ 423.00    5.250     17.50          500.00  5.900     21.54
_____ 769.00    6.850     37.42          3462.00 7.640     221.85
_____ 3846.00   8.140     251.23          5769.00 9.450     407.85
_____ 7692.00   7.880     589.50          19231.00 8.200     1498.73

```

6. 20040030 - TTAX - NORTH CAROLINA STATE TAX

- A. Purpose:** Change North Carolina State Taxes.
- B. Validation:** Access the TTAX table, screen 1 of 1 and validate that the following is there for Marital Status S, M and H:

```

NAO2040          FEDERAL AND STATE TAX TABLE - TTAX
1000 -----
TAX CODE:   NC_   MARITAL STATUS  S   FUNCTION  R   SPOT   SUPPLEMENTAL
MARYLAND %: _____ FILING STATUS  _   AWARDS   WAGES
(DC/GA=J,S ) (NJ=A,B,C,D,E)          TAX %   FED TAX %
NAME: NTH CAROLINA  EX AMT: 2000.00          6.00   _____

GROSS PAY OR          GROSS PAY OR
FED WH   PERCENT   AMOUNT          FED WH   PERCENT   AMOUNT
_____  _____  _____          _____  _____  _____
_____  6.000     _____          12750.00 7.000     127.50
_____ 60000.00   7.750     577.50          120000.00 8.250     1177.50

```

NAO2040		FEDERAL AND STATE TAX TABLE - TTAX					
1000 -----							
TAX CODE:	NC_	MARITAL STATUS	M	FUNCTION	R	SPOT	SUPPLEMENTAL
MARYLAND %:	_____	FILING STATUS	__			AWARDS	WAGES
		(DC/GA=J,S) (NJ=A,B,C,D,E)				TAX %	FED TAX %
NAME:	NTH CAROLINA	EX AMT:	2000.00			6.00	_____
GROSS PAY OR				GROSS PAY OR			
FED WH	PERCENT	AMOUNT		FED WH	PERCENT	AMOUNT	
_____	6.000	_____		10625.00	7.000	106.25	
50000.00	7.750	481.25		100000.00	8.250	981.25	
_____	_____	_____		_____	_____	_____	

NAO2040		FEDERAL AND STATE TAX TABLE - TTAX						1
1000 -----								
TAX CODE:	NC_	MARITAL STATUS	H	FUNCTION	R	SPOT	SUPPLEMENTAL	
MARYLAND %:	_____	FILING STATUS	__			AWARDS	WAGES	
		(DC/GA=J,S) (NJ=A,B,C,D,E)				TAX %	FED TAX %	
NAME:	NTH CAROLINA	EX AMT:	2000.00			6.00	_____	
GROSS PAY OR				GROSS PAY OR				
FED WH	PERCENT	AMOUNT		FED WH	PERCENT	AMOUNT		
_____	6.000	_____		17000.00	7.000	170.00		
80000.00	7.750	770.00		160000.00	8.250	1570.00		
_____	_____	_____		_____	_____	_____		

7. 20040045 - TDEGSCH - EDUCATIONAL SCHOOL

A. Purpose: Add Educational School.

B. Validation: Access the TDEGSCH table, screen 1 of 1 and validate that the following is there for School Code UR00000H:

NEO5114		EDUCATIONAL SCHOOL - TDEGSCH	
1000 -----			
FUNCTION:	R	SCHOOL CODE:	UR00000H

SCHOOL NAME: MOSCOW UNIV. OF RAILROAD TRANSPORT, MOSCOW, RUSSIA

8. 20040046 - TLOA - LOCALITY ADJUSTMENT INDICATOR

A. Purpose: Change Duty Station Remarks

B. Validation: Access the TLOA table, screen 1 of 1 and validate that the following is there for Duty Station 06\$\$\$\$053 ES and GS pay plans:

NEO5181 LOCALITY ADJUSTMENT INDICATOR - TLOA

1000 -----

FUNCTION: R

DUTY STATION: 06\$\$\$\$053

PAY PLAN: ES

OCCUPATIONAL CODE: _____

LOA INDICATOR: 88

LEO/IGA PERCENT: _____

LOA PERCENT: 24.21

REMARKS: MONTEREY, CA

NEO5181 LOCALITY ADJUSTMENT INDICATOR - TLOA

1000 -----

FUNCTION: R

DUTY STATION: 06\$\$\$\$053

PAY PLAN: GS

OCCUPATIONAL CODE: _____

LOA INDICATOR: 88

LEO/IGA PERCENT: _____

LOA PERCENT: 24.21

REMARKS: MONTEREY, CA

9. 20030115 - TLIMIT -

A. Purpose: Add FSA Limits

B. Validation: Access the TLIMIT table, screen 1 of 1 and validate that the following is there for FSA HC & DC:

NAO2080	LIMITATIONS TABLE - TLIMIT	
1000	-----	
	MISCELLANEOUS LIMITS	
FUNCTION: R		
CFC MIN DEDUCTION:	_____1.00	MILITARY LEAVE MAX HOURS: ____296.00
EXPERT MAX DAILY PAY:	_____524.80	
ANNUAL LEAVE CEILING:	240	FLEXITOUR CR HR LIMIT: ____24.00
		COP INJURY LIMIT: ____360.00
ANNUAL FSA HC LIMIT:	____4000.00	WEEKLY THRESHOLD FOR OVERTIME
ANNUAL FSA DC LIMIT:	____5000.00	FIRE: _53.00 LAW: _42.75

10. 20030115 - TPAYMSG -

A. Purpose: Add FSA Messages Limits

B. Validation: Access the TPAYMSG table, screen 1 of 1 and validate that the following is there for FSA HC & DC (4 new messages):

NAO9920	PAYROLL ERROR/INFORMATIONAL MESSAGE UPDATE - TPAYMSG	
1000		
MESSAGE	FUNCTION	
NUMBER		
3318	R	
MESSAGE TEXT		
* YTD FSA HC DED GT THAN YEARLY MAX - NO DED TAKEN _____		

NAO9920 PAYROLL ERROR/INFORMATIONAL MESSAGE UPDATE - TPAYMSG

1000

MESSAGE FUNCTION

NUMBER

3319 R

MESSAGE TEXT

- YTD FSA DC DED GT THAN YEARLY MAX - NO DED TAKEN _____

NAO9920 PAYROLL ERROR/INFORMATIONAL MESSAGE UPDATE - TPAYMSG

1000

MESSAGE FUNCTION

NUMBER

3320 R

MESSAGE TEXT

- * YTD FSA HC DED WOULD BE NEGATIVE - NO DED TAKEN _____

NAO9920 PAYROLL ERROR/INFORMATIONAL MESSAGE UPDATE - TPAYMSG

1000

MESSAGE FUNCTION

NUMBER

3321 R

MESSAGE TEXT

- * YTD FSA DC DED WOULD BE NEGATIVE - NO DED TAKEN _____

NASA PERSONNEL PAYROLL SYSTEM
RELEASE DESCRIPTION
TABLES RELEASE 2.9.2

The purpose of this release is to implement the changes allocated to tables release 2.9.2 described below.

TABLES RELEASE 2.9.2

RC 1620s IMPLEMENTED

CCR	Description	Table
20030115	Add FSA limits	TLIMIT
20040016	Add new NOAC for SLR	TNOAC & RREQFLD
2040018	Add Missouri State Tax	TTAX
20040020	Chg Info Message	TPAYMSG
20040027	Chg New York State Tax	TTAX
20040030	Chg NC State Tax	TTAX
20040045	Add to TDEGSVCH	TDEGSCH
20040046	Chg Description in TLOA	TLOA

***** RECORD COUNT = 8

APPENDIX D

INSTALLATION INSTRUCTIONS

INSTALLATION INSTRUCTIONS FOR NPPS TABLE RELEASE 2.9.2

Introduction

Release Identification:

System Name - NPPS

Release Number - Release 2.9.2

Release Date - 04/08/04

Release Implementation Date: This release must be implemented after a Payroll Initialization (job CA00006) is run.

Release Inventory:

Dataset Names:

The following datasets are located on the transient storage DASD volumes under the following data sets names:

- MSMOV.NPPS.PROD.R292.R0404.TBL

Physical media:

VDD

In case of installation problems contact the NACC Technical Services Center (Use following Key Words: SESAAS & NPPS):

Telephone: (256) 544-5516

E-mail: billy.graham@msfc.nasa.gov

Fax: (256) 544-1836

INSTALLATION SEQUENCE

Installation is to occur in the following sequence:

- 1.0 Backup Existing Data
- 2.0 Install Core Tables
- 3.0 Special Instructions

1.0 BACKUP EXISTING DATA

It is advisable to back up all NPPS files as a precautionary measure prior to installation of software release.

2.0 INSTALL CORE TABLES

Perform the following procedures to implement the modifications to NPPS Core Tables.

Load NPPS tables from MSMOV.NPPS.PROD.R292.R0404.TBL into the ADABAS table files NPS2-PER-TABLES (file #237, 19379 records) and NPS2-PAY-TABLES (file #230, 1144 records) using the ADABAS ADASAV utility.

```
ADASAV RESTORE OVERWRITE  
ADASAV FMOVE=230,237
```

3.0 SPECIAL INSTRUCTIONS

3.1 UPDATE NORMAL BASE LINE

Execute normal recalculation job, CA00009, to recalculate the normal base line.

3.2 UPDATE NPPS RELEASE NUMBER

The following process will update the NPPS table release numbers.

1. Execute program TOOLVRSN from the Natural Command line.
2. Enter "2.9.2" for table version. The software version remains the same.
3. Press ENTER; a confirmation message displays.
4. Press PF3 to exit the program.